



General Information

Business License Fees and Procedures

Effective with the approval of the Seal Beach City Council the business license system will be modified to a tiered system for fiscal years beginning 2005/2006. The first tier will exempt a business operating in Seal Beach from the current business license fee if their annual gross revenue is \$25,000 or less. The second tier will require a business operating in Seal Beach with an annual gross revenue of over \$25,000 to pay the full amount of the appropriate business license tax. Should this policy conflict with the business license tax code the existing code shall prevail until the conflict is resolved by either the Director of Administrative Services or the City Council. This policy still requires an exempt business (a business with annual gross revenues equal to/or less than \$25,000) to complete the necessary paperwork to verify the license fee exemption and be issued a business license (Seal Beach Municipal Code 5.10.015 & 5.10.045). This policy does not apply to a home occupation permit.

Procedures

New Businesses

New business applicants obtaining a license for the first time in Seal Beach will be required to pay the appropriate fees according to the Seal Beach Municipal Code Title 5 prior to the issuance of a license. If the business' gross revenue for the tax year is \$25,000 or less, the business would be entitled to a refund of the amount paid upon submitting a copy of the appropriate Federal Income Tax Schedule C (Profit or Loss From Business, before expenses) form for review. Once the tax return form is reviewed, a determination will be made regarding the exemption. The entire process may take up to two weeks before a check will be issued. All refunds will be **mailed** to the mailing address in the business license file. The current processing fee is \$20.00/